



# Role Profile

TIME-SERVED JOINER			
Reference No.	I366.01	Type	Individual
Service	Building Services		
Job Family		Grade	TD4

Purpose
To provide all aspects of Carpentry and Joinery work including maintenance, repairs and new build work, across the full range of domestic and non-domestic properties, including the larger and higher quality work in public buildings, ensuring that all such works are carried out in a manner that positively contributes to a high quality, responsive and cost effective service which meets Service and Customer expectations.

Task or Responsibility - For this role, there is an expectation that all, or a combination, of the following will be undertaken:	Person Specification: Skills, Knowledge, Qualifications or Experience - Criteria can apply to more than one task or responsibility	E	D
To carry out maintenance and repair work for a range of faulty, damaged, worn or fatigued materials and or components or parts of a structure and repair in part or replace in total as required, including responsive/emergency work.	Time served in Carpentry and Joinery	<input checked="" type="checkbox"/>	
Where appropriate according to Building Services and Client protocols take note of remedial work required without doing work and report to Supervisor for a decision or direction on works to be carried out.	City and Guilds Certificate in Carpentry and Joinery and or equivalent SVQ level 3 attainment.	<input checked="" type="checkbox"/>	

E = Essential Criteria    D = Desirable Criteria

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<b>Task or Responsibility</b> - For this role, there is an expectation that all, or a combination, of the following will be undertaken:	<b>Person Specification: Skills, Knowledge, Qualifications or Experience</b> - Criteria can apply to more than one task or responsibility	<b>E</b>	<b>D</b>
To carry out all forms of maintenance and renewal work to a wide range of materials and components beyond small repairs and maintenance appropriate to trade.	Ability to carry out assigned work to standard and speed reasonably expected from a qualified craftsman in specified trade.	<input checked="" type="checkbox"/>	
To carry out large scale works appropriate to Carpentry & Joinery on building alterations/ improvements/ refurbishments/ new build construction/ internal and external works, to existing properties involving replacement windows and doors, kitchen replacements, fire damaged properties to the councils housing stock and public buildings.	Ability to interpret instructions from job ticket or architectural drawings.	<input checked="" type="checkbox"/>	
Undertaking all other duties as required for the role. Duties will be in line with the grade.			

**Additional tasks or responsibilities** – this is a generic role, however this particular job may also require you to undertake the following:

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**Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required**

Type of Protection of Vulnerable Groups (PVG) or other Disclosure check (choose only one).	PVG Children <input type="checkbox"/>	PVG Protected Adults <input type="checkbox"/>	PVG Both <input type="checkbox"/>	None <input checked="" type="checkbox"/>
	Basic Disclosure <input type="checkbox"/>	Standard Disclosure <input type="checkbox"/>	Enhanced Disclosure <input type="checkbox"/>	

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**Additional Information** – the following information is available:

- Skills Framework (if applicable)
- **How** we work matters

**Expected Behaviours** – It is essential that you display the following behaviours as they are expected of all our employees:

- Take Ownership
- Focus on Customers
- Work Together
- Embrace Technology & Information
- Deliver Results